



**REQUEST FOR PROPOSAL / QUOTATION**

<b>PROJECT NO:</b>	<b>WP2401</b>
<b>PROJECT:</b>	<b>TCTA EASTERN BASIN TRANSFORMER UPGRADE PROJECT</b>
<b>LOCATION:</b>	<b>SPRINGS, GAUTENG</b>
<b>CLIENT:</b>	<b>TCTA</b>
<b>PACKAGE DESCRIPTION:</b>	<b>TRANSFORMER UPGRADE AND LOAD BALANCING</b>
<b>DOCUMENT NO:</b>	<b>2401-0000-B70-0001.00</b>

<b>REV</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>ORIG</b>	<b>CHK'D</b>	<b>APP'D</b>	<b>CLIENT (AS REQUIRED)</b>
00	08/08/2024	ENQUIRY	SJA	TKN	SDE	
P1	29/07/2024	REVIEW	SJA	TKN	SDE	

**ALL REVISIONS WILL BE INDICATED BY GREY HIGHLIGHTING IN THE DOCUMENT BODY**

Form Reference: NWPE-0000-F99-0005.F1-00



**REVISION RECORD SHEET**

REV NO	DESCRIPTION OF REVISION	REV DATE
P1	INTERNAL REVIEW	29/07/2024
00	ENQUIRY	08/08/2024



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**1. LIST OF ABBREVIATIONS AND ACRONYMS**

ANSI	American National Standards Institute
ASME	American Society of Mechanical Engineers
C&I	Control and Instrumentation
DFT	Dry Film Thickness
ISO	International Organization for Standardization
MCC	Motor Control Centre
OHS	Occupational Health and Safety
PLC	Programmable Logic Controller
QA	Quality Assurance
QC	Quality Control
QCP	Quality Control Plan
SANS	South African National Standards
SCADA	Supervisory Control and Data Acquisition
SI	International System of Units
TBA	To Be Advised
UOS	Unless Otherwise Stated
RO	Reverse Osmosis
BOQ	Bill of Quantity
LV	Low Voltage
MV	Medium Voltage
DB	Distribution Board
RFQ	Request for Quotation
MCC	Motor Control Centre
CB	Circuit Breaker

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## **1 INTRODUCTION**

The TCTA Eastern Basin Water Treatment Plant currently neutralises feed water as abstracted from the defunct underground workings. The current infrastructure, illustrated in figure 1, of the plant includes three transformers, all fed from Eskom's 6.6kV line, which is linked to the existing MV (Medium Voltage) board. These transformers serve the crucial function of stepping down the voltage to 400V for operational purposes. Transformers 1, 2, and 3 are rated at 3500kVA, 2000kVA, and 2000kVA, respectively.

Of note, Transformer 1 operates in parallel with two generators, one rated at 1600kVA and the other at 2000kVA. This parallel configuration ensures redundancy and reliability in power supply, especially for critical equipment within the plant. The generators are integral components in maintaining uninterrupted power flow to essential operations, providing a backup in case of any unforeseen power disruptions.

Nafasi Water's Engineering team has been approached to provide the engineering and preliminary design services, as defined below, associated with the proposed installation of a fourth (4) transformer, taking into consideration the required modification to the existing MV switchgear. This is to accommodate the new transformer (4) and interfacing it with the existing LV MCC 1 and Genset and balancing the loading between transformer 1 and 4 at LV MCC 1. This service would entail the review of the plant existing electrical design information (to be provided by TCTA), audit the available information and then scope the works, define the project and interface requirements associated with the transformer (4) installation.

## **2 COMPLIANCE, CODES AND STANDARDS**

### **2.1 Definitions**

2.1.1 The definitions as reference in this document are define as follow:

- Employer: shall mean Nafasi Water/TCTA
- Contractor/Supplier/Vendor: shall mean Service Provider / Vendor of the scope of work and associated services.
- Client: shall mean TCTA Eastern Basin.

### **2.2 Order of Precedence**

The order of precedence, in descending order of authority, shall be:

2.2.1 Mine Health and Safety Act and Regulations (29 of 1996) (Latest, including amendments)

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- 2.2.2 Occupational Health and Safety Act and Regulations (85 of 1993) (Latest including amendments).
- 2.2.3 The Datasheet(s) issued with this RFQ
- 2.2.4 Concessions as approved by the Employer.
- 2.2.5 The specifications as per this RFQ.
- 2.2.6 The referenced specifications, with the most stringent specification taking precedence.

In case of conflict between this specification and the applicable codes and standards, the Vendor shall bring the matter to the Employer's attention for resolution and approval in writing.

### **2.3 Units**

SI units are required. This shall apply to all documentation to be supplied by the Vendor in connection with the Employer's Purchase Order / Contract.

### **2.4 Codes and Standards**

The Scope of Work shall be executed in accordance with the requirements of this specification and the latest editions of the applicable standards, codes and regulations.

## **3 SCOPE OF WORK**

The scope includes the supply of all resources, labour, equipment, tools, materials etc. required for the Transformer upgrade installation scope for the Load balancing project comprising of but not limited to the following, in line with the scope of supply.

### **3.1 Description**

#### **3.1.1 Audit Existing LV Distribution Board Installation**

- Conduct an audit of the existing LV DB
- Verify the current installation of all components in the LV DB for all Transformers and Gensets.
- Allocate equipment to each transformer feeder.

#### **3.1.2 Power Factor Correction**

- Define the scope for implementing power factor correction.
- Determine the power factor if it lagging or leading.
- Incorporate recommendations from the Root Cause Analysis (RCA) related to the recent panel incident into the design of the new LV Feeder MCC 1 panel.

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### 3.1.3 Medium Voltage (MV) Circuit Breaker for Transformer 4

- Supply and install a new MV circuit breaker required for Transformer 4, including the extension of busbars.

### 3.1.4 Interface with New MV Panel and Existing MV Panel

- Conduct a study on how to extend the busbars to ensure proper interface with both new and existing MV panels.
- Use E-Tap to ensure compatibility between the systems.

### 3.1.5 Cable Lengths from MV Panel to Transformer 4 and from Genset to LV Panel

- Determine required cable sizing and lengths from MV Panel to Transformer 4
- Move Transformer 1 secondary side cables from changeover panel breaker to the main incomer No. 1 breaker.
- Swap and determine Thickener 3 cables with Reactor 1 cables at LV Feeder MCC 1.
- Provide a termination schedule.
- Define any racking requirements to support the cables.

### 3.1.6 Civil Work

- It is the contractor's responsibility to quote this scope; otherwise, they will be disqualified.
- Define civil work required in the MV room.
- Specify trenching, and cable sleeves needed for cable installation.
- Design and Construct of the following:
  - New transformer bay
  - Transformer bay plinth
  - Extension of Palisades

## 3.2 Basis of Proposal/Quotation

The quotation shall be based on the information as contained in the attached documents:

NO	DESCRIPTION	DOCUMENT NUMBER	REVISION
1	LV Distribution	TEC-DWG-ELE-0441-R00	00
2	Scope of Work	2401-0000-J03-0001.00	00
3	Load Balancing Single Line Drawing	2401-0000-J34-0001.00	00
4	MCC Building Floor Plan	TEC-DWG-ELE-0440-R00	00
5	MCC LIFTING METHOD	MCC LIFTING METHOD	-



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6	Utility Plant DB	TEC-DWG-ELE-0540-R00	00
10	Site Audit Report	2401-0000-J54-0001.00	00

### **3.3 Scope of Supply**

The Vendor shall be responsible for:

- 3.3.1 Supply of all materials, labour, equipment, tools, consumables, and facilities for fabrication of the equipment that are not free issued where applicable.
- 3.3.2 Supply of all materials, resources, and equipment, including specialised equipment required for the transportation of the equipment where applicable.
- 3.3.3 Supply of all materials, resources, and equipment, including specialised equipment and facilities required for a proper and safe site establishment in preparation of all construction activities.
- 3.3.4 Supply of all materials, labour, equipment, tools, consumables, specialised equipment required for the construction as listed.
- 3.3.5 Supply of all materials, labour, equipment, tools, consumables, specialised equipment required for temporary bracing and support during the construction effort.
- 3.3.6 Supply of all projects, quality and engineering documents as applicable to the scope.

### **3.4 Scope of Services Included**

- 3.4.1 Design and detailing of the equipment based on the details specified in the documents and drawings for all non-free issued equipment.
- 3.4.2 QA/QC to ensure compliance with the design requirements.
- 3.4.3 Procurement and expediting of all material and consumables necessary for the equipment.
- 3.4.4 Establishment and securing of laydown area.
- 3.4.5 Installation and commissioning supervision by suitably experienced personnel on site as per the table below.
- 3.4.6 Take out price for daily rates for site supervision / assistance / inspection or commissioning assistance as per the table below.

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NO.	DESCRIPTION	QTY	RATE	TOTAL
1	Cost of Supervision of Erection		/day	
2	Cost of Supervision of Commissioning		/day	
3	Cost of Commissioning		/day	
4	Training		/day	
	(The rate per day for items 1 – 4 is all inclusive of induction, permits, licenses, safety items, medicals and insurances, meals etc.)			
5	Cost of travelling			
6	Accommodation and living out		Included	
7	Commissioning Duration (days)			
8	Erection Duration (days)			

### 3.5 Scope of Services Excluded

- 3.5.1 Supplying of the equipment not explicitly stated in the Scope of Supply.
- 3.5.2 Maintenance on existing equipment
- 3.5.3 Supply of electricity and water for construction, installation, and commissioning purposes

### 3.6 Battery Limits

- 3.6.1 MV Panel
- 3.6.2 MCC 1 Feeder and MCC 2 Feeder

## 4 TECHNICAL REQUIREMENTS

### 4.1 General

- 4.1.1 The equipment, where applicable and part of the scope, shall be designed and fabricated in accordance with current technology, best engineering practice and comply with the requirements of this document, the specifications referenced and attached, the duty intended and the described environment.

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## **4.2 Drawings and Documents**

- 4.2.1 All drawings and documents, where applicable and part of the scope, shall be generated on an approved drawing border inclusive of the correct Employer's drawing and document numbering.
- 4.2.2 The Vendor shall submit a drawing register after which the Employer will indicate the required drawing and document numbers on it and re-submit back to the Vendor.
- 4.2.3 All construction, fabrication, erection and installation work shall be carried out in accordance with A-approved Vendor drawings or the Employer's certified "Approved for Construction" (AFC) drawings.
- 4.2.4 The Design, where applicable, shall allow for equipment to be shop assembled to the greatest extent feasible to reduce the amount of site work and to ensure the accuracy of the work.
- 4.2.5 Drawings shall indicate all supplied permanent and / or temporary lifting attachments required for handling or erection purposes.

## **5 SPARES**

### **5.1 General**

- 5.1.1 The Vendor shall provide all spare parts deemed necessary for the successful commissioning and start-up off all equipment (this must be priced as a takeout item based on the table below).
- 5.1.2 The Vendor shall provide a list of all recommended operating spares deemed necessary for the successful operation of the equipment for a two-year period (this must be priced as a takeout item based on the table below).
- 5.1.3 The Vendor shall provide a priced list of all recommended strategic spares deemed necessary to reduce extended downtime, paying particular attention to the proximity of the site (this must be priced as a takeout item based on the table below).
- 5.1.4 The table below to be used as reference for the submission of the Commissioning, Operation and Strategic Spares)

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NO	DESCRIPTION	PART NUMBER	QTY	UNIT PRICE	TOTAL COST	LEAD TIME
<b>COMMISSIONING SPARES</b>						
<b>2 YEAR OPERATION SPARES</b>						
<b>STRATEGIC SPARES</b>						

## 6 QUALITY CONTROL AND INSPECTION

### 6.1 General

- 6.1.1 The Vendor shall operate a quality system in accordance with ISO 9001:2015, as a minimum or equivalent.
- 6.1.2 The Vendor shall familiarise itself with the appropriate Specifications, Codes and Standards. No exceptions to the requirements shall be accepted without an approved concession.
- 6.1.3 The Vendor shall be available for an alignment meeting and a review meeting to be held at an agreed venue.
- 6.1.4 The Vendor shall be available for a site assessment meeting.
- 6.1.5 Quality Control Dossiers must be submitted and approved within the timeframe of as stipulated in this RFP.
- 6.1.6 The Data Book shall include as a minimum:
- Approved Data Book
  - Approved index.
  - Company SHEQ or Quality Policy
  - Approved QCP

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- Calibration Certificates & Register
- IFC Drawings
- Check sheets
- Vendor Punch Lists
- Client Punch Lists
- Red-line As-built drawing(s)
- Site Instructions
- Request for Information (RFI'S) / Site Engineering Query SEQ
- Alignment certificate/ Flushing certificate (As applicable).
- Commissioning certificate templates.
- Concessions.
- QA/QC documentation.
- Electrical Certificate of Compliance.
- NCR's, CAR's & PAR's.

- 6.1.7 The Vendor shall prepare a Quality Control Plan for the scope as per the requirements of this RFP.
- 6.1.8 The Employer's Personnel and/or Employer's representative reserves the right to inspect, examine and/or test all material and services at all reasonable times and places of manufacture.
- 6.1.9 The Employer's inspection authority shall check all critical dimensions.
- 6.1.10 It shall be the Vendor's responsibility to contact the Employer's Personnel, in writing, at least two (2) working days prior to inspection.
- 6.1.11 The Vendor shall be available for an alignment meeting and a pre-manufacturing meeting to be held at an agreed venue.
- 6.1.12 Records must be kept of all QC documentation and copies must be included in the data book.
- 6.1.13 The equipment shall not be despatched to site unless the Employer's inspection authority and Engineer has released it.

## **7 HEALTH, SAFETY AND RISK MANAGEMENT**

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## 7.1 General

7.1.1 The Vendor shall comply to the relevant health and safety requirements as stipulated in the attached documentation.

NO	DESCRIPTION	DOCUMENT NUMBER	REVISION
1	Contractor Control	NW-B1-SHERQ-020	01
2	Health & Safety Management Plan	NW-B1-SHERQ-029	01
3	Contractor Rules	NW-B1-SHERQ-020-F003	01

## 8 PROGRAMME AND DELIVERY

### 8.1 Programme / Supply Schedule

8.1.1 The Vendor shall supply a schedule/programme indicating all related activities and durations.

NO	ACTIVITY	DURATION											

## 9 VENDOR DATA REQUIREMENTS

### 9.1 Documentation Requirements

9.1.1 Equipment shall be delivered complete with the following documentation:

- Packing List.

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- Delivery Note.
- Crate Label.

9.1.2 The above-mentioned documents will each consist of the following information on a single A4 document. If the information is not included in the document the purchase order will not be released.

- Vendor Details.
- Employer Details.
- Package Number.
- Project Name.
- Vendors Reference Number to be added to each Package and Crate (Example 1 of 1, 1 of 2 etc).
- Equipment Tag Number.
- Full Description including a list of components or subcomponents including quantities.
- Weight (kg) and Dimensions (L x W x H)

9.1.3 Each separate piece of equipment shall be neatly, clearly and permanently marked as per the packing list to avoid confusion when it comes to offloading and installation.

## 9.2 Packing Requirements

9.2.1 A packing schedule including the packing protection provided for transporting of the equipment must be sent for approval to the Employer.

9.2.2 All equipment shall be suitably packed to ensure that the equipment is delivered safely and undamaged to site.

9.2.3 The Vendor shall provide dunnage, crating, waterproofing and any other special materials for protection to ensure that the equipment arrives on site undamaged.

9.2.4 All equipment shall be protected against corrosion during shipment and on-site storage.

9.2.5 Additional packing and sealing devices shall be installed for shipment if required.

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### 9.3 Vendor Data Requirement List

9.3.1 The vendor data required to accompany the bid to be submitted as well as data required as part of the scope of the contract/po are indicated in the table below.

9.3.2 Vendor Documents shall be numbered with the Purchaser's Project Document Number (see note 1 below) in accordance with the following i.e. Electrical:

- 2401-000-B70-0001.00-00
- 2314: Project Number
- 000: Area Code
- B70/8: VDRL Document number (B70 for normal and B78 for short form enquiries)
- 001: Engineering Requisition Package Number
- A01: Prime Document Code (See Table below)
- 001: Document Sequence Number (Note 2)
- 00: Document Revision Number (Note 3)

9.3.3 Note 1: The Purchaser document number is additional to the Vendor's own numbering system.

9.3.4 Note 2: The document sequence number relates to the numbers given to documents to be submitted within a document category.

9.3.5 Note 3: Document revision shall be identified by numeric issue/sequence i.e. 01 shall be the first submission made to purchaser for a document, 02 for the second, 03 for the third, etc.



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Doc. Code	Document Number	Description	Vendor Copies Required					Remarks	
			Copy Required With Bid	For Review			Final Distribution		
				Print	Electronic	Due Date	Print		Electronic
A01	XXXX -000-B7x- XXX -A01- XXX.XX	Vendor Document/Drawing Register							
A02	XXXX -000-B7x- XXX -A02- XXX.XX	Fabrication/Production Schedule	Yes						
A03	XXXX -000-B7x- XXX -A03- XXX.XX	Progress Reports							
A04	XXXX -000-B7x- XXX -A04- XXX.XX	List of Sub-Contracts/Vendors	Yes						
B01	XXXX -000-B7x- XXX -B01- XXX.XX	Arrangement Drawings							
B02	XXXX -000-B7x- XXX -B02- XXX.XX	Foundation/Support Arrangements (Civil)							
B03	XXXX -000-B7x- XXX -B03- XXX.XX	Equipment and Bill of Materials List	Yes						
C01	XXXX -000-B7x- XXX -C01- XXX.XX	Piping and Instrument Diagrams (P&ID)							
C02	XXXX -000-B7x- XXX -C02- XXX.XX	Single Line Electrical Diagram							
C03	XXXX -000-B7x- XXX -C03- XXX.XX	Instrument/Telecommunication System Schematic Diagrams							
C04	XXXX -000-B7x- XXX -C04- XXX.XX	Equipment Data Sheet Including Loads	Yes						
C05	XXXX -000-B7x- XXX -C05- XXX.XX	Noise Level Data Sheets							
C06	XXXX -000-B7x- XXX -C06- XXX.XX	Load Schedules-Electrical							
C07	XXXX -000-B7x- XXX -C07- XXX.XX	Analogue/Digital Control Schemes							
C08	XXXX -000-B7x- XXX -C08- XXX.XX	Instrument Index							

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			Copy Required With Bid	For Review			Final Distribution		
				Print	Electronic	Due Date	Print		Electronic
C09	XXXX -000-B7x- XXX -C09- XXX.XX	Process Flow Diagram (PFD)							
C10	XXXX -000-B7x- XXX -C10- XXX.XX	Control System And Philosophies							
C11	XXXX -000-B7x- XXX -C11- XXX.XX	DCS Functional Specification							
C12	XXXX -000-B7x- XXX -C12- XXX.XX	Instrument Process Data							
C13	XXXX -000-B7x- XXX -C13- XXX.XX	Motor List and Data							
C14	XXXX -000-B7x- XXX -C14- XXX.XX	Process Design Calculations							
D01	XXXX -000-B7x- XXX -D01- XXX.XX	Instrument Panel Detail Drawings							
D02	XXXX -000-B7x- XXX -D02- XXX.XX	Detail Fabrication Drawings (Mechanical)							
D03	XXXX -000-B7x- XXX -D03- XXX.XX	Name Plate Format Drawings							
D04	XXXX -000-B7x- XXX -D04- XXX.XX	Piping Isometrics (ISO)							
E01	XXXX -000-B7x- XXX -E01- XXX.XX	Data Sheets-Electrical including Circuit Diagrams							
E02	XXXX -000-B7x- XXX -E02- XXX.XX	Cable Schedule							
F01	XXXX -000-B7x- XXX -F01- XXX.XX	Design Calculations							
F02	XXXX -000-B7x- XXX -F02- XXX.XX	Structural Steel Calculations							
F03	XXXX -000-B7x- XXX -F03- XXX.XX	Foundation/Support Calculations							
F04	XXXX -000-B7x- XXX -F04- XXX.XX	Allowable Nozzle Loads							

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Doc. Code	Document Number	Description	Vendor Copies Required					Remarks	
			Copy Required With Bid	For Review			Final Distribution		
				Print	Electronic	Due Date	Print		Electronic
F05	XXXX -000-B7x- XXX -F05- XXX.XX	Exchanger Thermal Rating Calculations							
F06	XXXX -000-B7x- XXX -F06- XXX.XX	Pump Performance Curves							
F07	XXXX -000-B7x- XXX -F07- XXX.XX	Compressor Performance Curves							
F08	XXXX -000-B7x- XXX -F08- XXX.XX	Fan Performance Curves							
F09	XXXX -000-B7x- XXX -F09- XXX.XX	Lighting Layout							
F10	XXXX -000-B7x- XXX -F10- XXX.XX	Motor Performance Curves							
G01	XXXX -000-B7x- XXX -G01- XXX.XX	Erection and Installation Procedures							
G02	XXXX -000-B7x- XXX -G02- XXX.XX	Unpacking and Preservation Procedure							
G03	XXXX -000-B7x- XXX -G03- XXX.XX	Handling/Shipping/Packing Procedures							
H01	XXXX -000-B7x- XXX -H01- XXX.XX	QA Manual and/or Procedures (Index & Statement)							
H02	XXXX -000-B7x- XXX -H02- XXX.XX	Hydrostatic and/or Pneumatic Test Procedures							
H03	XXXX -000-B7x- XXX -H03- XXX.XX	Non-Destructive Examination Procedures							
H04	XXXX -000-B7x- XXX -H04- XXX.XX	Performance Testing & Acceptance Test Procedure							
H05	XXXX -000-B7x- XXX -H05- XXX.XX	Surface Cleaning, Preparation & Painting Specifications							
H06	XXXX -000-B7x- XXX -H06- XXX.XX	Weld Procedure Specification & Welder Qualifications							
H07	XXXX -000-B7x- XXX -H07- XXX.XX	Manufacturing Q.C. Plan							

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			Copy Required With Bid	For Review			Final Distribution		
				Print	Electronic	Due Date	Print		Electronic
H08	XXXX -000-B7x- XXX -H08- XXX.XX	Manufacturing Data Book							
H09	XXXX -000-B7x- XXX -H09- XXX.XX	Certificate of Compliance Electrical							
H10	XXXX -000-B7x- XXX -H10- XXX.XX	SHE Plan							
J01	XXXX -000-B7x- XXX -J01- XXX.XX	Operating & Maintenance Manual							
J02	XXXX -000-B7x- XXX -J02- XXX.XX	Spare Parts Schedule							
J03	XXXX -000-B7x- XXX -J03- XXX.XX	CAD Disks							
J04	XXXX -000-B7x- XXX -J04- XXX.XX	Control System Configuration							
K01	XXXX -000-B7x- XXX -K01- XXX.XX	Mill Test Certificates							
K02	XXXX -000-B7x- XXX -K02- XXX.XX	Equipment Certificates							
L01	XXXX -000-B7x- XXX -L01- XXX.XX	Certified "As Built" Drawings							

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<b>EXPLANATION FOR "DUE DATE" COLUMN</b>		
1	O + 14 =	Calendar Days after Placement of Purchase Order
2	T + 7 =	Calendar Days after Completion of Test
3	S + 7 =	Calendar Days after Shipment Ex Works
4	(O) + 21 =	Original within 21 Calendar Days after Placement of Purchase Order
5	B/C =	Before Completion
6	U/C =	Upon Completion
7	A/R =	As Raised
8	B/M 7 =	7 Calendar Days before Manufacture
9	CDB =	To be included in Code Data Book
10	2/F =	Second Last Friday of the Month
11	M/D =	Upon Material Delivery
12	M/F =	15 Working Days before Manufacture/Installation

9.3.6 Vendor documents which have been reviewed by Purchaser will be returned to the Vendor, stamped/marked as below, the responsible Engineer shall sign the stamp.

9.3.7 Code A - REVIEWED AND ACCEPTED

- Submit final version in data book as requested.

9.3.8 Code B - REVIEWED AND ACCEPTED AS NOTED

- Work may proceed subject to incorporation of changes indicated. Revise and re-submit for review

9.3.9 Code C - REVISE AND RE-SUBMIT

- Work may NOT proceed.

9.3.10 Code D - NO FURTHER REVIEW REQUIRED

9.3.11 All documents under categories B and C shall be resubmitted within the contractual duration established on the Vendor Data Requirements List (VDRL). Code A & D documents shall be submitted in the Data book/Manuals as required on the VDRL.

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## 10 ADMINISTRATIVE

### 10.1 General

10.1.1 The Vendor shall prepare one original set of documents comprising the proposal/quote and supplementary information.

10.1.2 All proposal documents will be issued and submitted electronically using electronic mail.

10.1.3 The proposal/quote shall be signed by a person, or persons duly authorised to bind the Vendor.

### 10.2 Closing Date

10.2.1 The closing date and time for submission is: **21/08/2024, 12:00 CAT.**

### 10.3 Opening and Evaluation of Bids

10.3.1 Proposals will not be opened publicly and proposals for which the Employer has received a valid notice of withdrawal shall not be opened.

10.3.2 The Employer will examine the bids to determine whether they appear to be complete, properly signed, and generally in order.

10.3.3 After the opening, information relating to the processes of examination, clarification, evaluation and comparison of Bids and the award of a contract shall not be disclosed, other than to those officially concerned with such processes.

10.3.4 Any effort by a Vendor to influence the Employer in these processes may result in the rejection of the Vendor's bid.

10.3.5 Prior to the detailed evaluation of bids, the Employer will determine whether each bid is substantially responsive to the requirements of the Documents.

10.3.6 For these processes, a substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the Documents without material deviation or reservation.

10.3.7 A material deviation or reservation is one which affects in any substantial way the scope, quality, or performance of the Works, or which limits in any substantial way (inconsistent with the Documents) the Employer's right or obligation under the Contract,

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and the rectification of which deviation or reservation would affect unfairly the competitive position of other Vendors presenting substantially responsive bids.

10.3.8 If a bid is not substantially responsive to the requirements of the Documents, it will be rejected.

10.3.9 The bid shall not be made responsive by the Vendor correcting or withdrawing the non-conforming deviation or reservation.

10.3.10 The bid analysis will be performed following the bid opening stage.

10.3.11 Vendors will not be permitted to modify their bid once submitted, unless the modification is a response to a clarification request made as part of the evaluation.

10.3.12 All bid clarifications are to be transmitted in writing by the Employer. Bid clarification will be tailored to each Vendor based on their specific questions and response.

10.3.13 The purpose of the bid clarification process is to validate the comprehension of the scope and in certain instances, modify the scope itself.

10.3.14 The Employer will be the single point of contact with Vendors during the bid analysis and recommendation period.

10.3.15 Following bid receipt, a preliminary technical and commercial evaluation will be undertaken to determine whether a short list can be established.

10.3.16 Based on the preliminary evaluation, the team can make a recommendation to shortlist Vendors which will be agreed by the project.

10.3.17 The engineer will prepare the technical bid evaluation and identify the technically acceptable bids. The procurement officer will prepare the commercial bid evaluation by reviewing and comparing selected bids on the same basis (including a review of the quality, delivery schedule, budget etc.). A formal recommendation to award will be produced based on a combined technical and commercial bid evaluation.

10.3.18 All evaluation activities and documents will be treated as confidential by all parties involved.

#### **10.4 Reference List**

10.4.1 The Vendor's experience in work of a similar nature is to be listed below.

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<b>CLIENT</b>	<b>PROJECT NAME</b>	<b>PROJECT VALUE</b>	<b>DATE</b>	<b>CONTACT DETAILS</b>

## **11 COMMERCIAL**

### **11.1 General**

11.1.1 All information is issued in good faith for the guidance of the Vendor, but in no way such information relieves the Vendor of the responsibility of ascertaining to his own satisfaction, the scope, and conditions of the RFP.

11.1.2 The Vendor shall make investigations necessary to inform himself thoroughly as to the character and magnitude of the scope of work, the facilities for delivery, placing and operating the necessary plant and handling material at site.

11.1.3 No plea of ignorance of conditions, which exist or may hereafter exist, or of conditions or difficulties which may be encountered will be accepted as a reason for failure to complete the Contract or as a basis for claims for additional compensation or extension of time.

11.1.4 All specifications and other information obtained by the Vendor in connection with this proposal must be held in strict confidence by the Vendor.

11.1.5 The use of such information is restricted only to the preparation of the proposal.

11.1.6 The Vendor is advised to check the number of pages in this enquiry document and should any be found to be missing or in duplicate or the writing of the figures indistinct or there be any obvious error herein or if any doubt exists as to that full intent or meaning of any wording or ambiguity as to the scope of the Enquiry, the Vendor must notify the Employer at once and have the same rectified.



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11.1.7 No liability whatsoever will be admitted in respect of errors in this proposal due to the foregoing if they have not previously been notified to the Employer in writing and it shall be taken that the enquiry and Documentation is fully understood.

11.1.8 No variations to the tendered price shall be accepted.

## 11.2 Returnable Documents

11.2.1 Letter of Good standing (valid).

11.2.2 Valid tax compliance status PIN must be included in the bid response to verify bidders' tax compliance status.

11.2.3 Sworn Affidavits / BBBEE Certificate issues by accredited SANAS Verification Agency.

11.2.4 CIDB grading of CE and EB, CE (2 to 3) and EB(3 to 5) and Completion Certificates to be included with the Company Profile of similar works (3 at max).

## 11.3 Financial Capability

11.3.1 Willingness to share AFS to prove financial capability (NDA to be signed by both parties)

## 11.4 Validity

11.4.1 The validity shall be 90 days form the indicated closing date.

11.4.2 The Prices should be valid for 90 (ninety) days from tender closing date. If the order is placed within the validity period, the prices are fixed and firm for the duration of the order.

## 11.5 Delivery

11.5.1 Price to include for delivery to project site, TCTA Eastern Basin, Springs.

## 11.6 Basis of Price

11.6.1 All duties and taxes, and other levies payable by the Vendor under the contract, or for any other cause, as of the date of the proposal submission are included in the tendered total of the prices excluding Value Added Tax (VAT).

11.6.2 All taxes components must be detailed separately from the prices of the goods and or services quoted.

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11.6.3 If the Vendor cannot fix and firm a portion of the price due to fluctuations on i.e., labour, material etc. he clearly needs to indicate the portion subject to escalation, formula applicable to adjustment, index used and base month.

## **11.7 Currency**

11.7.1 The price must be quoted in the currency of the country of the company tendering.

11.7.2 However, where there is imported content, the Vendor shall state it separately indicating the foreign currency as well as the base rate if the imported content is subject to ROE adjustment.

11.7.3 Where there is an imported content (currency other than the bid currency), the Tenderer shall state both the local value and the imported value separately, and the base Rate of Exchange if the imported portion is subject to Rate of Exchange adjustment.

11.7.4 The Tenderer shall state hereunder details of rate(s) of exchange upon which the prices of imported equipment are based:

<b>COUNTRY OF ORIGIN</b>	<b>RATE OF EXCHANGE</b>	<b>ITEM ON PRICE SCHEDULE TO WHICH APPLICABLE</b>	<b>FOREX PORTION</b>

11.7.5 This will be the forex portion as per the Forward Cover Contract which the successful Vendor will take out two days after Contract placement.

11.7.6 Any variation between the Base Rate and the Forward Cover Rate, whether by re-evaluation or devaluation will be for the Employers account.

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## 11.8 Terms and Conditions

11.8.1 Further terms and conditions are available upon request.

## 12 GUARANTEES

### 12.1 General

12.1.1 The equipment shall meet all requirements of this specification and attached data sheets where applicable.

12.1.2 The Vendor shall warrant that the equipment will be suitable for the intended application and capable of the duty and capacity specified.

12.1.3 The warranty period shall be clearly stated in the general conditions of purchase.

12.1.4 As a minimum the equipment shall generally be guaranteed for 12 months from commissioning or 18 months from delivery, whichever is sooner.

## 13 EXCLUSIONS/QUALIFICATIONS

13.1.1 Should the Vendor wish to qualify its bid in any way or make any departures from or modifications to any section of the Enquiry Document or drawings, the Vendor shall clearly indicate it hereunder, or alternatively, state them in a covering letter attached to the bid and referred to hereunder, failing which, the bid will be deemed unqualified.

13.1.2 When any modification, departure or qualification is inserted hereunder by the Vendor and subsequently accepted and agreed to by the Employer then such modification, departure or qualification will be incorporated into the Contract.

13.1.3 If no departures or modifications are desired, the Vendor shall mark 'NIL' and affix its stamp or seal, signature, and date to this page.

PAGE	CLAUSE OR ITEM	VENDOR'S PROPOSED ALTERATIONS

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